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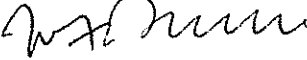
*To ensure access to high-quality,  
patient-centered, cost-effective  
health care to Los Angeles County  
residents through direct services at  
DHS facilities and through  
collaboration with community and  
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January 24, 2012

TO: Each Supervisor

FROM: Mitchell H. Katz, M.D.   
Director

SUBJECT: **REQUEST TO AMEND AN INFORMATION  
TECHNOLOGY SUPPORT SERVICES  
MASTER AGREEMENT (ITSSMA) WORK ORDER  
FOR .NET PROGRAMMING SUPPORT - LAC+USC  
MEDICAL CENTER**

This is to advise you of my intent to request the Internal Services Department (ISD) to (1) execute a new ITSSMA Work Order to provide .NET programming support services of one Consultant for LAC+USC Medical Center (LAC+USC) for one year, in the amount of \$149,000; and (2) amend ITSSMA Work Order 04-1359 with Staff Tech, Inc., to extend the Period of Performance for 12 months and increase the maximum Work Order amount by \$150,000 from \$389,083 to \$539,083. A related ITSSMA Work Order, 04-1391, with APR Consulting, Inc., originally valued at \$149,950 for the period September 22, 2008 to September 30, 2009 was reduced by \$102,133 to \$47,817 and terminated July 28, 2009. The total maximum amount for all related Work Orders is \$735,900.

In accordance with ITSSMA Guidelines, prior notice to your Board is required for projects that will exceed \$300,000.

**BACKGROUND**

LAC+USC is responsible for the development of new web-based applications as well as standard user controls to be reused in all new applications. In order to maintain required levels of patient safety, LAC+USC used ITSSMA Work Orders to obtain the services of Consultants to augment existing DHS staff in the programming of the Microsoft .Net Framework which includes re-writes/modifications of the current applications, processes and procedures, as well as the development of new end-user reporting systems using Visual Basic.Net, ASP.Net, Crystal Reports.Net, and client side scripts using Java scripts and ActiveX component tools. The Amendment to the existing Work Order will provide a contracted staff to ensure this critical service.

**JUSTIFICATION**

LAC+USC currently does not have sufficient full-time, permanent staff with the requisite technical skills or knowledge to provide the necessary programming services for the .NET development and maintenance effort. The purpose of this Work Order is to provide the necessary qualified staff to assist in the support of .NET programming. This Consultant possesses highly specialized training and an intimate

knowledge of LAC+USC's existing applications, processes and procedures, and end-user reporting systems. Failure to continue the Consultants' efforts could lead to degradation in the required levels of patient safety.

### **SCOPE**

The scope of work under the supervision and direction of the LAC+USC Information Systems Application Development Supervisor or designee includes the following:

- Analyze, design and develop new web-based applications using Microsoft Visual Studio.Net 2005 or later and Microsoft SQL Server 2005 and 2008 R2.
- Modify existing applications to accommodate change of platforms.
- Make suggestions to management on systems development.
- Document all development work performed.
- Troubleshoot and resolve issues with various .NET applications.

### **JUSTIFICATION**

DHS continues to lack the resources, the body of knowledge, and experience levels necessary to analyze, design, and develop new web-based applications.

This Department will not request additional amendments to extend the term or increase the funding for this Work Order beyond this extension request. This work will be completed at the end of this agreement. The services of this Consultant or any other Consultant will not be required.

LAC+USC plans to have the Consultant transfer knowledge and lessons learned to a County FTE as soon as the Department is granted authorization to hire for the position.

### **FINANCIAL IMPACT**

The Consultants' hourly rate will remain the same through the term of the Work Order. The funds for this project are currently in the Fiscal Year 2011-2012 LAC+USC operating budget.

VENDOR	Work Order No.	Work Order Original Maximum Amount	Increased Amount FY 10-11	Proposed Increase FY 11-12	Work Order New Maximum Amount
APR Consulting, Inc.	10-1391	\$47,817	-0-		\$47,817
Staff Tech, Inc.	04-1359	\$252,083	\$137,000	\$150,000	\$539,083
New Work Order	04-0426	Not yet executed		\$149,000	\$149,000
TOTALS		\$299,900	\$137,000	\$299,000	\$735,900

**CLOSING**

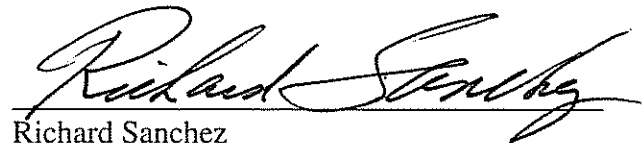
Consistent with ITSSMA policies and procedures, we are informing your Board of our intention to proceed with this Work Order Amendment. If no objection is received from your Board in ten (10) business days upon receipt of this Board notification, we will request ISD to proceed with the Amendment of this Work Order.

If you have any questions or require additional information, please let me know.

MHK:kh

c: Chief Executive Office  
County Counsel  
Executive Office, Board of Supervisors  
Chief Information Office  
Internal Services Department

**REVIEWED BY:**



Richard Sanchez  
Chief Information Officer

1-26-12  
Date